

Abstract

A method of managing a user's data files in a portable digital apparatus which can receive and discharge a recording medium and has a display device. In the method, first, when a representative-voice request signal is received from a user, a new directory and a representative-voice file corresponding to the new directory are produced or stored in the recording medium. Next, the user is guided to record a representative voice message for the directory, and simultaneously, user's representative-voice recording data produced from the voice message are stored in the representative-voice file. Thereafter, if user data files are produced, the produced user data files are stored in the new directory. Then, if a reproduction-mode signal used to reproduce the data files is received from the user, a representative data file of each of the directories is displayed, and the representative-voice file corresponding to the directory of a representative data file selected by the user is reproduced.